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GOVERNMENT OF KERALA

Revenue (F) Department

NOTIFICATIONS

I

No. 20888/F1/71/RD-I. *Dated, Trivandrum, 16th August* 1971.

S. R. O. No. 299/71.—In exercise of the powers conferred by sub-section (1) of section 32 of the Guruvayur Devaswom Act, 1971 (6 of 1971) the Government of Kerala, having considered it necessary in the interests of the affairs of the Temple, and of the worshipping public, to renovate and improve the Temple, hereby approve and recognise the committee consisting of the following members, constituted for the purpose of renovation and improvement of the Sree Krishna Temple at Guruvayur, namely:—

1. Shri K. Kelappan, Chairman
Gandhi Asharamam,
Galicut-6.

2. ,, P. G. Manavada Vikraman Raja, Member
Retired Tahsildar,
Manakave,
Calicut.

33/2927/B.

3.	Shri	Mallissery Krishnan Nambudiripad, Mallissery Mana, Guruvayur.	Member
4.	,,	M. K. K. Nayar, I. A. S., Joint Secretary, Ministry of Planning, Government of India, New Delhi.	,,
5.	,,	K. S. Menon, I. A. S. (Retd.) Jawahar Nagar, Trivandrum.	,,
6.	,,	C. G. Nair, Guruvayur Devaswom, Reading Room, Guruvayur.	,,
7.	,,	V. Balakrishnan Nair, Vadekkara House, Guruvayur.	,,
8.	,,	P. V. Radhakrishnan, Advocate, Guruvayur.	,,
9.	,,	V. Krishnankutty Nair, Advocate, Guruvayur.	,,
10.	,,	Capt. A. N. Menon, Chairman, Municipal Council, Trichur.	,,
11.	,,	C. Kunhikannan Nair, Kanhangad.	,,
12.	,,	C. R. Kesavan Vaidyar, Chandrika Bhavan, Irinjalakuda.	,,
13.	,,	Kidangoor Gopalakrishna Pillai, Changanacherry.	,,
14.	,,	M. P. Moothedath, Sreenarayana Nivas, Shoranur.	,,

15.	Shri	D. Damodaran Potti, Jawahar Nagar, Trivandrum.	Member
16.	,,	P. Gangadharan Pillai, Quilon.	,,
17.	,,	P. Parameswaran, M. G. Road, Ernakulam.	,,
18.	,,	Chennas Parameswaran Nambudiripad, Temple Thantri, Guruvayur.	,,
19.	,,	V. Radhakrishnan Eradi, Ghalapuram, Calicut-2.	,,
20.	,,	K. Kochukuttan, Ex. Minister, Natathara, Trichur.	,,
21.	,,	Puthoor Unnikrishnan, Guruvayur Devaswom, Guruvayur.	,,
22.	,,	M. K. Raja, Sreedarshan, Trichur-4.	,,
23.	,,	N. Damodara Menon, Advocate, Guruvayur.	,,
24.	,,	N. K. Seshan, St. Thomas College, Trichur.	,,
25.	,,	C. K. K. Panicker, I. A. S. Chairman, Guruvayur Township Committee.	,,
26.	,,	A. K. K. Nambiar, Secretary to Government, Revenue Department.	,,

27.	Shri C. Sankaran Nair, Commissioner, H. R. & C. E. (Admn) Department, Calicut-11.		Member
28.	,,	K. K. Menon, G. T. R. C. Office, Puthan Malika, Guruvayur.	Special Officer-cum-Secretary
29.	,,	The Administrator, Guruvayur Devaswom, Guruvayur.	(Ex-Officio) Member

II

No. 20888/F1/71/RD-II. *Dated, Trivandrum, 16th August 1971.*

S. R. O. No. 300/71.—In exercise of the powers conferred by sub-section (2) of section 32 of the Guruvayur Devaswom Act, 1971 (6 of 1971), the Government of Kerala hereby specify the powers to be exercised, the functions to be discharged and the procedure to be followed by the Renovation Executive Committee approved and recognised by them in Notification No. 20888/F1/71/RD-I dated 16th August 1971 published in the Gazette Extraordinary dated 17th August 1971 as follows:—

1. The function of the Renovation Executive Committee (hereinafter referred to as the Committee) shall be to renovate and improve the Sree Krishna Temple at Guruvayur.

2. The meetings of the Committee shall be held in the office of the Committee or in such other place or places approved by the Chairman of the Committee.

3. The meetings of the Committee shall be convened by the Special Officer-cum-Secretary of the Committee (hereinafter referred to as the Special Officer) and may be held as often as necessary:

Provided that a meeting shall be held at least once in every month.

4. No meeting shall be held unless notice of the date, time and place of the meeting and the business to be transacted thereat has been given to the members of the Committee atleast three clear days before the day of the meeting.

Explanation:—In the computation of clear days Sunday and holidays shall not be excluded, but the day of the meeting and the day of receipt of notice shall be excluded.

5. The agenda for the meeting shall be prepared by the Special Officer.

6. The Chairman shall preside over the meeting and in his absence, any member elected by the members present from among themselves shall preside.

7. The quorum for the meeting shall be ten or one-third of the total number of members of the Committee, whichever is less.

8. If the required quorum is not present for half an hour after the time fixed for a meeting, it shall stand adjourned, unless all the members present agree to wait longer.

9. All matters relating to the renovation and improvement of the Temple including the accounts regarding the collection and expenditure shall be placed at the meeting.

10. All questions which may come before the Committee at a meeting shall, in case of difference of opinion among the members, be decided by a majority of the votes of the members present, and in the case of equality of votes, the Chairman, or in his absence the person presiding shall have a second or casting vote.

11. The minutes of the proceedings at each meeting of the Committee shall be drawn and entered in a book to be kept for that purpose and shall be assigned by the Chairman or in his absence, the person presiding over the meeting.

12. The Special Officer shall, within seven days of the date of a meeting communicate copies of the proceedings at the meeting to all members of the Committee.

13 The collections shall be made by the issue of printed receipts in triplicate with serial numbers specially printed for the purpose. The receipts shall be signed by the Special Officer or any person duly authorised by him for the purpose. The original receipts shall be issued to the party making the payment, the duplicate and the triplicate being retained for accounting and record purposes.

14. The Committee shall maintain such registers as it considers necessary and also such other registers as may be prescribed by the Government.

15. The Committee shall submit copies of plans and estimates for renovation of the Temple to the Government through the Commissioner, Hindu Religious & Charitable Endowments (Admn.) Department, who may offer such remarks as he deems fit. If no contrary directions are received within 15 days thereafter, the Committee shall be take steps to implement the plans and estimates.

16. The Committee may appoint such persons as are necessary for the purpose of improvement and renovation of the Temple and fix their terms and conditions of service including the remuneration payable to them.

17. The Committee shall submit half-yearly reports to the Government on its functions, the progress of work with details of collections, expenditure, cash balance and other relevant matters through the Commissioner, H. R. & C. E. (Admn.) Department. The first report shall be for the half-year ending 30th June 1971.

18.1. The Committee shall appoint a technical Committee consisting of such members as it thinks fit.

2. The technical committee shall be in charge of preparing necessary plans for the renovation and reconstruction of the Temple and the construction work shall be under the supervision of that Committee.

It may also appoint sub-committees, such as :

(1) a Construction Committee,

(2) a Finance Committee,

(3) a Disciplinary Action Committee,

and any other sub-committee as it considers necessary and delegate to each of the Sub-Committees so appointed such powers and duties as it deems fit.

19. The technical committee and the sub-committees shall work under the control and supervision of the Committee. The Committee shall have power to remove or co-opt any member or members to any sub-committee and also to abolish it if it deems fit, without assigning any reason therefor.

20. The Government shall have power to relax the provisions of any o[t] he foregoing directions for reasons to be recorded in writing.

Execution of Works

21. Unless otherwise authorised by the Committee for reasons to be recorded in writing, all works to be done by the Committee or under its authority shall be got done by inviting open tenders.

22. (1) Any advertisement or hand bill inviting tenders shall, as far as practicable, state, *inter alia*:—

(a) whether the tender is invited for labour or materials or for both;

(b) when and where the contract documents may be inspected;

(c) the precise form of tendering, that is to say, whether it should be at a specified percentage below or above the estimate rates or whether definite rates should be quoted for each item of work in the schedule to the tender notification;

(d) when and where tenders are to be submitted;

(e) when and where they are to be opened;

(f) the amount of earnest money which should accompany the tender and the amount and nature of security required in case the tender is accepted;

(g) the authority competent to accept the tender; and

(h) that the authority competent to accept the tender reserves the right to reject any or all of the tenders received without assigning any reason.

(2) Contractors may be allowed to examine the sanctioned estimates excluding date statements.

23. Before tenders are invited for the execution of works on contract the Special Officer shall prepare contract documents which shall include—

(a) a complete set of drawing showing the general diversions of the proposed work, and so far as necessary, details of the various parts;

(b) a complete specification of the work to be done and of the materials to be used unless reference can be made to some standard specification;

(c) a schedule of the quantities of the various descriptions of work; and,

(d) a set of conditions of contract to be complied with by the tenderer in case his tender is accepted.

24. All tenders should be opened at the meeting of the Committee by the Chairman or by such person or persons authorised by the Committee in that behalf and shall be approved by the Committee or such person or persons authorised by the Committee in that behalf.

25. The lowest tender shall ordinarily be accepted, and when it is considered undesirable to accept the lowest tender, reasons for its rejection shall be recorded in writing.

26. The work shall be entrusted to the contractor only after executing all the necessary agreements in the forms used by the Public Works Department or Highways Department of the Government and taking such security as may be considered reasonable by the Committee.

27. Payments for the work done shall be made, only on contract certificate duly signed by the Special Officer and countersigned by the Administrator or any other person or persons nominated by the Committee in that behalf. The certificate should be duly checked with measurements recorded in the measurement book, estimates and agreements. No contract certificate should be signed by the Special Officer without crossing of the connected entry in the measurement book, and the document on which payment is made should invariably bear reference to the number and page of the book in which detailed measurements are recorded.

28. All works executed or materials supplied under the supervision of a member of the Committee or any person authorised by the Committee in this behalf shall be got check measured by the person authorised by the Committee. The fact of check-measurement should be duly authenticated by signing both in the measurement book and on the contract certificate. The check-measuring Officer should also record a certificate on the contract

certificate that the work has been completed in accordance with the plans and estimates in a substantial and satisfactory manner.

29. No final payment shall be made before the work has been check-measured.

III

No. 20888/F1/71/RD-III. *Dated, Trivandrum, 16th August* 1971.

S. R. O. No. 301/71.—In exercise of the powers conferred by sub-section (3) of section 32 of the Guruvayur Devaswom Act, 1971 (6 of 1971), the Government of Kerala hereby issue the following directions for the administration of the Sree Guruvayur Renovation Fund by the Renovation Executive Committee approved and recognised by them in Notification No. 20888/F1/71/RD-I dated 16th August 1971 published in the Gazette extraordinary dated 17th August 1971.

DIRECTIONS

1. In these directions, unless the context otherwise requires,—

(a) "Act" means the Guruvayur Devaswom Act, 1971 (6 of 1971).

(b) "Committee" means the Renovation Executive Committee approved and recognised by the Government in Notification No. 20888/F1/71/RD-I dated 16th August, 1971 published in the Gazette extraordinary dated 17th August 1971.

(c) "Fund" means the Sree Guruvayur Renovation Fund referred to in sub-section (3) of section 32 of the Act.

2. Proper receipts shall be issued for all contributions received by the Committee for the specific purpose of renovation and improvement of the Temple.

3. Printed receipt books bearing serial numbers in duplicate shall be maintained by the Committee and the stock of used and unused receipt books shall be accounted for in a register to be maintained for the purpose.

4. The Committee shall maintain necessary cash books, registers of accounts, vouchers and records in respect of all receipts to and payments out of the Fund The Committee shall also maintain such other registers as may be prescribed by the Government.

5. All contributions received in cash, cheque or draft by the Committee shall be remitted in any bank or banks approved by the Committee, in the name of the Committee and shall be operated jointly by the Administrator and such other person as may be specified by the Committee in this behalf.

6. Amounts in excess of one lakh of rupees shall, under no circumstances, be kept in non-scheduled banks without the prior sanction of the Government.

7. No amount received by the Committee shall be directly appropriated towards expenditure. All items of expenditure shall be met by withdrawals

by means of cheques jointly signed by the persons referred to in direction 5. The Committee may, however, keep such amount as it thinks fit as permanent advance which shall be in the custody of the Special Officer-cum-Secretary of the Committee.

8. The Committee shall make available all records for audit to the auditors appointed under sub-section (6) of section 32 of the Act.

9. The jewels and other valuables received as contributions by the Committee shall be kept in the joint custody of the Assistant Commissioner, Hindu Religious and Charitable Endowments (Administration) Department, Guruvayur and such other person as may be specified by the Committee in this behalf. The Committee shall maintain a register containing the correct description, weight, estimated value and other particulars of such jewels and other valuables. The Committee shall also provide necessary safes having double locks for the custody of such jewels and other valuables.

10. The Committee may periodically sell, in public auction, all movable properties except gold and jewels received by it as contributions and credit the sale proceeds to the Fund. Such auction sale shall be subject to confirmation by the Administrator.

11. The Chairman and members of the Committee shall not be eligible to draw travelling allowance from the Fund in respect of journeys performed by them to attend meetings of the Committee.

12. The Chairman, members and staff of the Committee and members of the technical committee and sub-committees may be paid travelling allowance from the Fund at the rates fixed by the Committee, for journeys undertaken by them for work connected with the renovation and improvement of the Temple.

13. Payment of travelling allowance shall be made only on bills countersigned—

(1) in the case of the travelling allowance bills of the Chairman and members of the Committee and the members of the technical Committee and sub-committees, by the Commissioner, Hindu Religious and Charitable Endowments (Administration) Department;

(2) in the case of the staff of the Committee, by the Special Officer-cum-Secretary of the Committee.

14. Contingent expenditure on maintenance of the office of the Committee, such as furniture, stationery, books, etc., and maintenance of car shall be met from the Fund.

15. The Commissioner, Hindu Religious and Charitable Endowments (Administration) Department shall inspect the office of the Committee at least once in six months and the Committee shall rectify any irregularities brought to its notice by the Commissioner.

16. The Committee may delegate any of its duties imposed by these directions to the Special Officer-cum-Secretary of the Committee, subject to such restrictions and conditions as it may impose.

By order of the Governor,
A. K. K. NAMBIAR,
Secretary.

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